



MEMORANDUM

TO: All Morehead City Employees
FROM: Susan Nixon, Human Resources
DATE: November 25, 2011
SUBJECT: 2012 Holidays and Payroll Dates

Shown below is a list of holidays to be observed by the City in 2012 and dates that City Hall will be closed. If you work in other locations, please check with your supervisor regarding your individual holiday work schedule. Also, our 2012 pay periods and payroll dates are listed on the back of this memo. If you have questions, please contact me at 726-6848, extension 124. Have a great year!

2012 HOLIDAYS

OBSERVED (City Hall Closed)

New Years Day	Monday, January 2, 2012
Martin Luther King Day	Monday, January 16, 2012
Good Friday (Easter)	Friday, April 6, 2012
Memorial Day	Monday, May 28, 2012
Independence Day (Fourth of July)	Wednesday, July 4, 2012
Labor Day	Monday, September 3, 2012
Veteran's Day	Monday, November 12, 2012
Thanksgiving (2 working days)	Thursday, November 22, 2012 and Friday, November 23, 2012
Christmas (3 working days)	Monday, December 24, 2012, and Tuesday, December 25, 2012 and Wednesday, December 26, 2012
New Years Day (2013)	Tuesday, January 1, 2013

